

CONTENTS

CHAPTER 4. AIDS FOR THE RELIGIOUS PROGRAM

| PARAGRAPH | PAGE |
|--|------|
| 4.01 Publicizing the Program | 4-1 |
| 4.02 Use of Visual Aids | 4-1 |
| 4.03 Closed Circuit Broadcast System and TV System | 4-1 |
| 4.04 Volunteer Assistance | 4-1 |
| 4.05 Use of Religious Literature | 4-1 |

CHAPTER 4. AIDS FOR THE RELIGIOUS PROGRAM

4.01 PUBLICIZING THE PROGRAM

a. Publicizing of the chapel program is necessary for patient information and use. A schedule of religious services will be posted on ward bulletin boards and in other suitable areas.

b. Posters, directional signs, bulletin board announcements, columns in facility newspapers, facility public address systems and closed circuit TV systems may be appropriately used.

4.02 USE OF VISUAL AIDS

a. Visual Aids can enhance a pastoral counselling program. The responsibility for appropriate selection and review rests with the chaplain. Care and sensitivity should be exercised in their proper use.

b. If the equipment for the presentation of the visual aids is not part of the chapel inventory, it should be made available from other services.

c. Payment for the rental or purchase of visual aid materials should be budgeted and paid for from appropriated funds. Occasional use of General Post Funds for this purpose is permitted.

4.03 CLOSED CIRCUIT BROADCAST SYSTEM AND TV SYSTEM

In facilities with a closed circuit broadcasting or TV system, the chaplain has an excellent resource available to extend pastoral counselling to patients. Chapel services, daily devotions, scripture reading and religious music programs are some of the programs that can be offered.

4.04 VOLUNTEER ASSISTANCE

a. Volunteers play an important role in the chaplain's program of worship services, small group activities and individual patient support. Volunteers assist and augment the Chaplain Service staff but they do not replace the chaplain or the Chaplain Service secretary. Procedures describing volunteer activities are outlined in M-1, part III. Chaplains should be familiar with these provisions and cooperate with the Chief/Director of Voluntary Services in the proper use of volunteers. The Chaplain Service will be represented at VA Voluntary Service meetings.

b. Under the supervision of the chaplain, WOC (without compensation) chaplain interns, theological students or others in training may be utilized to assist and augment in areas which are the specific responsibility of the regular chaplain as outlined in paragraph 1.03. Sacramental and extraordinary eucharistic ministers also perform their specific ministries under the supervision of the chaplain. Any questions in regard to this should be directed to the Director, Chaplain Service, VA Central Office.

4.05 USE OF RELIGIOUS LITERATURE

a. The chaplain may make available religious publications, books, magazines, pamphlets or other suitable reading material for the use of patients. Scriptures will be

available to these inpatients. The chaplain will exert appropriate care and sensitivity to respect the religious preferences of the individual patient.

b. Chaplains will review all religious literature prior to distribution for material that may interfere with patients' medical care such as proselytizing material and material which involves offensive references to race. There will be no indiscriminate distribution of religious materials in the facility.

c. The facility librarian will refer unsolicited donations of religious materials to the chaplain for disposition. If the chaplain chooses to make available unsolicited donations of religious material to inpatients, the chaplain should not give preferential treatment to material from certain religious groups. Instead, the chaplain should treat all such material the same except that material which may interfere with patients' medical care such as material which is offensive to a race or creed should not be used.

d. Literature racks will be placed in the proximity of the chapel or in the chaplain's office. Such racks will be appropriately identified, kept clean, current and in good order. They will be monitored by the chaplains.

e. Appropriate religious literature may also be displayed in special units or locked wards.